

Carlisle Housing Authority (CHA)
Meeting Date: September 24, 2009
Approval Date – October 22, 2009
Submitted by: Susan Stamps

Attending: Members Alan Lehotsky (Chair), James Bohn, Susan Stamps, Steve Pearlman, and
Administrative Coordinator Elizabeth Barnett

1. Call to Order 7:35 p.m.

■ Members discussed the Action Items from 9/10/09 minutes. (1) Barnett still needs to follow up with Tim Hult who is supposed to write a letter from the Selectmen to Department of Housing and Community Development (DHCD) re: extending 40B certification period to three years. (2) Barnett spoke with the Carlisle property owner who has expressed the most interest in the Affordable Accessory Apartment (AAA) program - he preferred receiving a loan of \$15,000 to be forgiven at the rate of \$1,000 per year rather than receiving \$1,000 per year. (3) Barnett has not yet contacted lenders re: proposed regulatory agreement for AAA units; she also wants to explore with Community Reinvestment Act (CRA) officers at the banks whether they may be able to get CRA credit for a mortgage on real estate that has a AAA apartment. (4) Barnett spoke with Chelmsford Housing Authority officials - they agreed to certain changes in the contract for AAA services and will send a re-draft next week; she will also ask Chelmsford if they have a DHCD-approved lease which Carlisle homeowners could use for the AAA units.

2. Old business.

a. Update Affordable Accessory Apartment (AAA) program. See (4) above.

b. Update on Benfield Farms. Lehotsky reported that the previous day he attended a meeting with the chair of the Zoning Board of Appeals (ZBA), chair of the Planning Board (PB) and Toby Kramer representing the developer, NOAH. He felt the meeting was "positive and productive." NOAH has made some changes to the plans based on concerns voiced by the Town Hall Advisory Group (THAG). Due to slow percolation rates, the septic field has been moved to the back (Lot 4). Kramer led a general discussion of the project. Stamps informed members that the Energy Task Force is asking the Board of Selectmen to adopt the Stretch Code, an alternative building code with greater energy efficiency requirements than the current building code, to become effective 1/1/10. She asked Kramer how adopting the Stretch Code would affect the Benfield project. Kramer will speak with the project managers and get back to members at a later time.

Timeline: Kramer said their goal is to have the Comprehensive Permit by January, 2010 so that they can apply for funding from DHCD in January-February, 2010. If they cannot meet this time frame, the next opportunity to apply for funding would be in September, 2010. If they apply for funding in January-February, 2010, they would expect to hear from the state in about three months. After that, NOAH would need to solidify funding, draw plans, etc. and would probably start construction in spring, 2011.

Barnett reported that there are now 79 people on the Benfield interest list of which 73 are Carlisle residents or family members of Carlisle residents.

3. New business.

Members discussed plans for the Benfield community meeting for abutters and other interested residents scheduled for October 7, 2009 at 7 p.m.

4. Minutes approved. On a motion made by Stamps and seconded by Bohn it was VOTED 4-0 to approve the minutes of the September 10, 2009 meeting.

5. Next meeting date. Next meeting: Wednesday, October 7 after the community meeting (see par. 4 above).

6. Meeting adjourned. On a motion made by Pearlman and seconded by Bohn, it was VOTED 4-0 to adjourn. Meeting adjourned at 8:54 p.m.

ACTION ITEMS

A. Barnett to follow up with Selectman Tim Hult re: progress on the letter he plans to write to DHCD in support of extending the 40B certification period for small towns from 2 to 3 years (promised at 9/10/09 joint meeting with Carlisle Housing Trust), with copies to Rep. Atkins, Sen. Fargo, and the list of Carlisle's "comparable towns."

B. Barnett to contact the Chelmsford Housing Authority to see if they have the legal capacity to outsource the AAA property owner grants for the Affordable Housing.

C. Barnett to contact area lenders and ask them to review the proposed regulatory agreement prior to Planning Board review of the document, including explore with Community Reinvestment Act (CRA) officers at the banks whether a bank may be able to get CRA credit for a mortgage on real estate that has a AAA apartment.

D. Barnett to follow up with Chelmsford Housing Authority re: their re-draft of the proposed contract for rental management of the AAA program (expected week of September 28). She will also ask Chelmsford if they have a DHCD-approved lease which Carlisle homeowners could use for the AAA units.

E. Barnett to follow up with Toby Kramer from NOAH re: how Carlisle adopting the Stretch Code to go into effect on 1/1/10 would affect the Benfield project.